



news and information
for employees of the
City of Saint Paul

City Update

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May 16, 2003

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City Update

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City Update is published bi-weekly
by the Citizen Service Office.
Submission deadline is noon,
Tuesday, one week before payday.

Please print this for your co-workers. The City is continuing to save money by not producing printed copies of the City Update, but still needs to communicate to all employees. Please help by printing this newsletter (preferably back-to-back) for workers in your area who do not have computer access. Thank you.

Mayor's Leadership Academy trains 25 employees

Mayor Randy Kelly is pleased to announce the Mayor's Leadership Academy in collaboration with the St. Paul Area Chamber of Commerce.

The Academy is an intensive six-week session wherein participants are helped to develop the skills and competencies of business and public sector executives. The participants may well become future leaders for the City of Saint Paul.

Each Department or Office was asked to nominate employees who have demonstrated significant leadership ability. Guidelines for selection to the Academy state that the individual should have...

* demonstrated significant leadership qualities over the last two years.

* helped the City achieve key goals through their individual leadership efforts.

* indicated an interest and willingness to take on a leadership role and shown initiative.

* exhibited an ability to apply new knowledge and skills.

* displayed an ability to share new knowledge with others in the organization.

The spring session of the Academy starts May 20th. Participants were chosen based on personal essays on leadership, and on the leadership skills they have demonstrated in the City.

The Academy participants:

- Sia Lo, City Attorney
- John Kelly, City Attorney
- Lori Lee, Financial Services
- Dennis Appleton, Fire and Safety Services
- Dave Erickson, Fire and Safety Services
- Michelle LeBow, Human Resources
- Jason Schmidt, Human Resources
- Doug Guthrie, Libraries
- Wendy Lane, LIEP
- William Gunther, LIEP
- Pat McGinn, Neighborhood Housing and Property Improvement
- Brian Balfanz, Parks and Recreation
- Jeremy Lenz, PED
- Jennifer Wolfe, PED
- Amy Brown, Police
- Steve Schneider, Regional Water Services
- Girma Daka, Public Works
- Lisa Falk, Public Works
- Paul Kurtz, Public Works
- Tom Stadsklev, Public Works
- Paul St. Martin, Public Works
- Karen Edmonds, TMS - Information Services
- Pete Nelson, TMS - Information Services
- Cyril Thomas, TMS - Information Services
- Sandra Bodensteiner, TMS - Risk Management



Online Shopping Security with Verified by Visa®

Online sales are expected to reach \$108 billion this year! But is online shopping safe? It can be if you're a smart shopper. Web sites are secure because of something called encryption, which is a complex mathematical process that scrambles information as it travels through cyberspace and puts it back in order when it reaches its destination.

Credit cards companies continue stepping up their own security. Some merchants will ask for a three-digit code, which is found on the back of your card, inside the signature box, after the last four digits of your account.

CCCU offers Verified by Visa®, which requires you to add a password to your card for online shopping. When you click "buy" at participating online merchants, your registered Visa® card is recognized, and you are then prompted to enter a password (which you select) and click submit. Your identity is then verified by the issuer, and the purchase proceeds.

Visit our Web site at www.cccu.com and click on the Verified by Visa® link to register your CCCU card and set up your password. If you don't have a CCCU Visa® yet, members can apply online or call our TeleCenter at 651-225-2700. Call us for more information on membership.

City & County Credit Union is federally insured by the National Credit Union Administration.

Saint Paul Cable Office wins two awards

The Minnesota Association of Government Communicators (MAGC) recently announced the winners of the 2002 Northern Lights Communication Awards. The Awards of Excellence and Awards of Merit are given to communicators in the public sector and producers in the private sector who have completed work for nonprofit or government communicators.

We are pleased to announce that the City of Saint Paul, Office of Cable Communications was given the Award of Excellence for the documentary "LIBRARY: A Workshop for the Future", written, produced and edited by Claire Simonson. We also received an Award of Merit for "Council Matters - April 2002", written and produced by Claire Simonson.

The Minnesota Association of Government Communicators (MAGC) is the oldest and largest nonprofit association for government communicators in Minnesota. MAGC has promoted excellence in communications and public service for more than 20 years. MAGC hosts some of the most exciting professional communications conferences locally, as well as the prestigious Northern Lights Awards Competition, which recognizes excellence in government communications.

Villaume named one of state's 'Top 40' lawyers

Minnesota Law & Politics magazine has named Frank E. Villaume, III, the head of the City Attorney's Civil Litigation Section, one of the state's "Top 40" labor and employment lawyers.

For the third year in a row, Frank was designated a 'Super Lawyer' by Minnesota Law & Politics and by Minneapolis-St. Paul magazine. This designation is only given to the top five percent of lawyers in the state. In addition, the well-respected

Martindale-Hubbell Directory gave Frank its highest rating.

Villaume began his career with the City in 1973, and is now in his 27th year of service. (He briefly worked in private practice.) He has held the title of Deputy City Attorney.

Because of all these distinctions, and his work for the City, Mayor Kelly proclaimed Tuesday, April 22nd, as Frank. E. Villaume, III, Day in Saint Paul.

City job openings as of May 16th, 2003

Application deadline	Job title	Bi-weekly or hourly salary rate	Exam date
Open	Aquatics Facility Supervisor (seasonal)	\$11.37 per hr	See Job Ann
Open	Assistant Aquatics Facility Supervisor (seasonal)	\$9.79 per hr	See Job Ann
Open	ECC Telecommunicator	\$1,417.26 bi-weekly	See Job Ann
05/19/03	Fire Sprinkler Inspector	\$31.48 per hr	See Job Ann
Open	Life Guard (seasonal)	\$8.20 per hr	See Job Ann
05/27/03	Parks Worker - Golf (seasonal)	\$14.50 per hr	See Job Ann
Open	Water Safety Instructor (seasonal)	\$8.72 per hr	See Job Ann

Note: Call or visit the Office of Human Resources to receive the official job announcement for these positions. Location: 400 City Hall Annex. Phone: 651-266-6500 or visit the web site: www.ci.stpaul.mn.us/jobopenings. For jobs announced after May 8th, please call our 24-hour job line, 651-266-6502.

On January 16th, 2003, Mayor Randy Kelly announced a hiring freeze for the City of Saint Paul until further notice. This applies to all positions within the City, but excludes the Saint Paul-Ramsey County Department of Public Health and RiverCentre.

Certain positions may be determined exempt for the hiring freeze; please continue to check our web site and job line to see if there are any new postings in which you might be interested.